

APPENDIX F

CHECKLIST OF GENERAL CDBG REQUIREMENTS FOR FFY 2010 APPLICATIONS FOR HOUSING AND NEIGHBORHOOD RENEWAL PROJECTS

Appendix F is a checklist of general CDBG requirements for CDBG applicants for FFY 2010 Housing and Neighborhood Renewal projects. It is intended to help you and CDBG make sure that all of the applicable General CDBG Requirements have been addressed in your application.

The **right-hand column** in the chart below tells you where the General CDBG Requirements are described in the *FFY 2010 Housing and Neighborhood Renewal Facilities Application Guidelines* (including Appendices A through W of these guidelines).

Appendix F is not intended as an outline or format for the organization of the content of the application -- see *Appendix D* for Application Instructions and Format Requirements.

INSTRUCTIONS FOR COMPLETING APPENDIX F: Fill out the left-hand column on the form below, as applicable – by citing page references to locations in your application where these General CDBG Requirements are addressed. (Include a completed copy of Appendix F in your application. See Appendix D, page D-5.)

Cite page references to locations in your application where you address the requirement -- or indicate that the requirement is Not Applicable.	GENERAL REQUIREMENTS	Page References for your use: In the <i>CDBG Housing and Neighborhood Renewal FFY2010 Application Guidelines</i> and in the <i>Uniform Housing Application</i>
	Complete and include the <i>Uniform Application for Montana Housing Loan, Grant & Tax Credit Programs 2006-7 Edition</i> .	Introduction (pages i - ii); pages 23, 34; Appendix D: D-1, D-2, D-5 through D-7
	Show that the project is consistent with CDBG's primary objective.	Pages 2, 45; and Appendix B
	Describe <u>one</u> national CDBG objective and <u>one</u> state CDBG objective that are most appropriate and pertinent to the proposed project.	Pages 2, 45-46; and Appendices B and C
No Response Required	The CDBG Project Category for this application is <i>CDBG Housing and Neighborhood Renewal</i> .	Pages 3-4, 6, 15
No Response Required	The proposed project activities are Eligible Activities under the <i>CDBG Housing and Neighborhood Renewal</i> category.	Pages 3-4, 15, 18, 19-23
	This is a <i>County</i> application.	11-12, 44 (A.4)
	This is a <i>County application on behalf of an unincorporated community – or for a project that will include activities within the jurisdiction of an incorporated city or town if the proposed activity is intended to benefit all county residents, including those located in the unincorporated jurisdiction of the county, as well as those within the city or town.</i>	11

Cite page references to locations in your application where you address the requirement -- or indicate that the requirement is Not Applicable.	GENERAL REQUIREMENTS	Page References for your use: In the <i>CDBG Housing and Neighborhood Renewal FFY2010 Application Guidelines</i> and in the <i>Uniform Housing Application</i>
	This is a <i>Municipal / City / Town</i> application.	12
	This is a <i>Coordinated</i> application. (Two or more eligible applicants may apply independently for projects that, if funded, would be administered in a coordinated manner.)	12-13
	This is an application submitted <i>on behalf of Non-Profit or For-Profit Organizations</i> (or involving such organizations as involved partners)	Pages 13, 34, 58; also <i>Appendix N</i> (Sections C and D) and <i>Uniform Housing Application</i> (Sections A, B, C and D)
	The proposed project's benefit to low and moderate income persons is documented in accordance with CDBG guidelines. All CDBG projects must be designed to principally benefit low and moderate income (LMI) families. (See Ranking Criterion 4, pages 60-63.)	Pages 1 and 60-63 (Ranking Criterion 4), 69. And <i>Appendix J</i> ; and MDOC's publication, <i>Documenting Benefit to Low and Moderate Income Persons</i> (2009 Edition)
No Response Required	The number of applications permitted per applicant is one.	Page 13
	This is a re-application -- a <u>re-submission</u> of an application previously submitted for the <u>same project</u> .	Pages 13-14, 40
	A "Resolution to Authorize Application" is included.	Appendix O
	Maps and site location descriptions are included.	Appendix W
	The "Certifications for Application" (Appendix Q) is included.	Appendix Q, Q-12
	Appendix Q has Signatures, Senate Districts numbers, House District numbers, the Applicant's Federal Tax ID Number and DUNS Number on page Q-13.	Appendix Q, Q-12 and 13